

CITY OF CRETE, NEBRASKA
CITY COUNCIL REGULAR MEETING
October 14, 2021

Notice of the meeting was given by posting and publishing in The Crete News, the appointed method for giving notice as shown by the Proof of Publication attached to the minutes. Advance notice of the meeting was also given to the Mayor and City Council. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open Meetings Act, Laws of the State of Nebraska in the back of the Council Chambers. Additional copies are available to read. The City may consider items listed on the agenda in random order. All proceedings shown were taken while the meeting was open to the attendance of the public.

Those in attendance pledged allegiance to the flag.

1. Open Meeting

2. Roll Call

Kirk Keller: Absent

Anthony Present

Fitzgerald:

Howard Nitzel: Present

Zoraida Ramos: Present

Blaine Spanjer: Present

Present: 4, Absent: 1.

3. Petitions - Communications - Citizen Concerns

An email regarding the lease document for Hangar #3 was received and discussed. Chairperson Spanjer will speak with the possible tenant to address the issues raised.

4. Items of Business

A. Land lease terms for third party buildings.

Another communication involved a third party inquiring about building a hangar on the airport property. Property lease terms will need to be developed to address this and future inquiries about this type of lease. Considerations that need to be addressed include future infrastructure improvements.

5. Officers' Reports

A. Airport Manager Report

Shaun Kryzcki reported that the new fuel tanks will be delivered on Tuesday and should be operational in a few weeks. He also reported that Hangar #3 roof repairs should be complete, but the contractor would have to come back to look into Hangar D roof. The drain pipes in the Hangar #1 did get the heat tape installed.

B. Authority Chair and Member Reports

Engineers from Olsson and Hackle Construction have not looked at runway repairs needed yet. Dimas Construction will be contacted for a temporary epoxy repair. The shredder gear box will be sent in for repairs. There may be a contractor that can bid on road sealing. The runway sealing and painting will have to be done soon.

6. Consent Agenda

Approve consent agenda as presented. Carried with a motion by Anthony Fitzgerald and a second by Howard Nitzel.

Anthony Fitzgerald: Aye, Howard Nitzel: Aye, Zoraida Ramos: Aye, Blaine Spanjer: Aye
Aye: 4, No: 0

- A. Approve Meeting Minutes
- B. Accept the City Treasurer's Report
- C. Approve the Payment of Claims Against the Airport Authority
- 7. Adjournment

Mayor

(SEAL)

City Clerk-Treasurer

I, Jerry Wilcox, City Clerk for the City of Crete, hereby certify that the foregoing is a true and correct copy of the proceedings had and done by the Mayor and Council. I hereby certify that a copy of the Open Meetings Act was posted in the back of the Council Chambers. I certify that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the office of the City Clerk. I certify that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting and that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public. I certify that the minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of the City Council. I certify that all news media requesting notification concerning meetings of the City Council were provided with advance notification of the time and place of said meeting and the subjects to be discussed.

City Clerk-Treasurer

(S E A L)



CRETE AIRPORT AUTHORITY MEETING

September 16, 2021 at 8:15 AM
Crete City Hall, 243 East 13th Street

MINUTES

Public notice was given, in compliance with the provisions of State Statute Sections 13-501 to 13-513, that the regular board meeting of the Crete Airport Authority would commence immediately upon adjournment of the preceding budget hearing, which began at 8:15 a.m. on September 16, 2021, and continued until all attendee testimony concluded.

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street
Post Office, 1242 Linden Avenue
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

The meeting commenced at 8:30 AM, immediately upon adjournment of the preceding budget hearing, which began at 8:15 a.m. and continued until all attendee testimony concluded.

2. Roll Call

Anthony Fitzgerald: Present
Kirk Keller: Present
Howard Nitzel: Present
Blaine Spanjer: Present
Present: 4, Absent: 0, Vacant: 1.

3. Petitions - Communications - Citizen Concerns

None present or written.

4. Items of Business

4.A. Consider authorizing an additional 1% Restricted Funds Authority for fiscal year 2021-2022.

City Clerk - Treasurer Jerry Wilcox explained how the restricted funds and exception calculations provide for the statutory spending lid compliance. The additional authority will allow for increased funds if needed in the future.

Approve an additional 1% Restricted Funds Authority for fiscal year 21-22 Carried with a motion by Howard Nitzel and a second by Kirk Keller.

Anthony Fitzgerald: Aye, Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye
Aye: 4, No: 0

4.B. Consider approving the proposed annual budget for fiscal year 2021-2022 and authorizing its submission to the appropriate county and state entities.

There was some discussion on maintenance that needs to be done to runways and equipment.

Approve the budget for fiscal year 21-22 as proposed Carried with a motion by Anthony Fitzgerald and a second by Kirk Keller.

Anthony Fitzgerald: Aye, Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye
Aye: 4, No: 0

5. Officers' Reports

5.A. Airport Manager Report

Shaun Krzycki reported that a neighboring landowner has been complaining about the use of the grass runway. There was one plane observed going in too low, and he has been addressed about the rules and requirements for use of the runway.

5.B. Authority Chair and Member Reports

There is a reported leak in the rood on D hangar, so the contractor doing hangar #3 will be employed to check on D hangar.

Hangar #3 and Skydive Atlas leases will be finished by City Staff and delivered to the Manager.

The propane tank issue for hangar #2 has been resolved. The new lessee in hangar #3 will have to acquire propane services.

6. Consent Agenda

Approve consent agenda items as presented Carried with a motion by Kirk Keller and a second by Anthony Fitzgerald.

Anthony Fitzgerald: Aye, Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye
Aye: 4, No: 0

6.A. Approve Meeting Minutes

6.B. Accept the City Treasurer's Report

6.C. Approve the Payment of Claims Against the Airport Authority

7. Adjournment



CRETE AIRPORT AUTHORITY BUDGET HEARING

September 16, 2021 at 8:15 AM
Crete City Hall, 243 East 13th Street

MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street
Post Office, 1242 Linden Avenue
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

2. Roll Call

Anthony Fitzgerald: Present
Kirk Keller: Present
Howard Nitzel: Present
Blaine Spanjer: Present
Present: 4, Absent: 0, Vacant: 1.

3. Items of Business

3.A. A Public Hearing for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the following proposed budget.

Open a public hearing on the proposed budget for fiscal year 21-22 Carried with a motion by Kirk Keller and a second by Anthony Fitzgerald.

Anthony Fitzgerald: Aye, Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye
Aye: 4, No: 0

City Clerk - Treasurer Jerry Wilcox explained the budget documents that will be submitted to the state. The receipts and expenditures reflect the NDA funded project to replace the fuel system. The restricted funds and exceptions were explained and meet the statutory

requirements for the spending lid.

There were no comments written or in person from the public.

Close the public hearing. Carried with a motion by Kirk Keller and a second by Anthony Fitzgerald.

Anthony Fitzgerald: Aye, Kirk Keller: Aye, Howard Nitzel: Aye, Blaine Spanjer: Aye
Aye: 4, No: 0

4. Adjournment

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING SEPTEMBER 30, 2021

AIRPORT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
050-4001	7,823.83	24,798.34	25,000.00	201.66	99.2
050-4002	.00	808.59	1,000.00	191.41	80.9
050-4007	.00	65.45	50.00	(15.45)	130.9
050-4051	.00	174.02	.00	(174.02)	.0
050-4102	4.89	43,448.89	.00	(43,448.89)	.0
050-4107	90.00	6,923.33	9,775.00	2,851.67	70.8
050-4215	.00	762.10	.00	(762.10)	.0
050-4809	63,997.42	76,997.42	.00	(76,997.42)	.0
050-4904	.00	42,781.75	.00	(42,781.75)	.0
050-4909	5,183.25	94,429.24	112,700.00	18,270.76	83.8
050-4913	551.62	19,804.71	15,500.00	(4,304.71)	127.8
TOTAL REVENUES	77,651.01	310,993.84	164,025.00	(146,968.84)	189.6
TOTAL FUND REVENUE	77,651.01	310,993.84	164,025.00	(146,968.84)	189.6
<u>{EXPENDITURES}</u>					
050-5220	123.69	1,478.55	1,380.00	(98.55)	107.1
050-5330	1,843.98	38,275.69	40,000.00	1,724.31	95.7
050-5382	.00	1,982.00	.00	(1,982.00)	.0
050-5390	88.64	555.09	345.00	(210.09)	160.9
050-5791	1,097.33	7,406.19	5,750.00	(1,656.19)	128.8
050-5800	1,457.50	2,562.90	1,725.00	(837.90)	148.6
050-6020	.00	.00	575.00	575.00	.0
050-6190	.00	337.00	.00	(337.00)	.0
050-6199	3,333.34	36,666.74	53,775.00	17,108.26	68.2
050-7530	1,565.57	16,683.94	18,400.00	1,716.06	90.7
050-8500	.00	250.00	575.00	325.00	43.5
050-9720	.00	15,725.00	15,000.00	(725.00)	104.8
050-9860	.00	5,460.00	1,500.00	(3,960.00)	364.0
050-9970	.00	24,000.00	21,000.00	(3,000.00)	114.3
050-9971	.00	1,560.00	4,000.00	2,440.00	39.0
TOTAL EXPENDITURES	9,510.05	152,943.10	164,025.00	11,081.90	93.2
TOTAL FUND EXPENDITURES	9,510.05	152,943.10	164,025.00	11,081.90	93.2
NET REVENUE OVER EXPENDITURES	68,140.96	158,050.74	.00	(158,050.74)	.0

CRETE MUNICIPAL AIRPORT

OCTOBER 14, 2021

Name	ITEMS	Balance	OCTOBER Current	SEPTEMBER Over 30	AUGUST Over 60	JULY Over 90	JUNE Over 120	MAY Over 150	PAST DUE
CURRENT TENANTS									
CORKLE, BILL	RENT	\$2,460.00	\$205.00	\$205.00	\$205.00	\$205.00	\$205.00	\$205.00	\$1,230.00
JD AVIATION	RENT	\$780.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00		\$325.00
MATTEW JOHNSON	RENT	\$1,200.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$600.00
UNL	RENT	\$1,200.00	\$100.00	\$100.00	\$100.00	\$100.00			\$400.00
STUKENHOLTZ, BILL	RENT	\$2,760.00	\$265.00	\$265.00	\$190.00	\$95.00			\$815.00
ANGELL, JESSE	RENT	\$830.00	\$95.00	\$95.00	\$95.00	\$95.00			\$380.00
SUBTOTAL			\$830.00	\$830.00	\$755.00	\$660.00	\$370.00	\$305.00	\$3,750.00
PREVIOUS TENANTS									
MARINIELLO, PETE ROBERT	RENT	\$1,425.00				\$95.00	\$95.00	\$1,235.00	\$1,425.00
PRINTZ, ED	RENT & FUEL	\$135.00						\$135.00	\$135.00
CRETE SKYDIVING CENTER 91803	RENT, FUEL & ELECTRIC	\$1,658.30						\$1,658.30	\$1,658.30
LUCAS, RICH	RENT	\$1,715.00						\$1,715.00	\$1,715.00
SUBTOTAL									\$4,933.30
TOTAL									\$8,683.30

Report Criteria:

Invoice Detail.GL account = "0500000"."0509999"

Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	PO Number	Period	GL Account
AMGL (195)									
14167	1	Invoice	ANNUAL AUDIT	10/14/2021	10/14/2021	825.00		00/00	050-5390
Total AMGL (195):						825.00			
CITY REVENUE FUND (860)									
10152021	1	Invoice	ELECTRIC BILL-AIRPORT	10/14/2021	10/14/2021	27.77		00/00	050-7530
Total CITY REVENUE FUND (860):						27.77			
CRETE ACE HARDWARE (1060)									
10102021	1	Invoice	HARDWARE	10/14/2021	10/14/2021	26.24		00/00	050-5330
10102021	2	Invoice	HARDWARE	10/14/2021	10/14/2021	10.95		00/00	050-5330
10102021	3	Invoice	HARDWARE	10/14/2021	10/14/2021	14.39		00/00	050-5330
10102021	4	Invoice	HARDWARE	10/14/2021	10/14/2021	71.08		00/00	050-5330
10102021	5	Invoice	2 CYCLE OIL	10/14/2021	10/14/2021	26.99		00/00	050-5791
10102021	6	Invoice	ENGINE REPAIR	10/14/2021	10/14/2021	124.93		00/00	050-5791
10102021	7	Invoice	HARDWARE	10/14/2021	10/14/2021	12.58		00/00	050-5330
Total CRETE ACE HARDWARE (1060):						287.16			
ELEVATE AIR SERVICE LLC (1525)									
09 21	1	Invoice	AIRPORT MANAGEMENT	10/01/2021	10/01/2021	3,333.34		10/21	050-6199
Total ELEVATE AIR SERVICE LLC (1525):						3,333.34			
LEAGUE ASSOC OF RISK MANAGEMENT (2705)									
102556	15	Invoice	AIRPORT	08/17/2021	10/05/2021	11,362.93		00/00	050-9720
Total LEAGUE ASSOC OF RISK MANAGEMENT (2705):						11,362.93			
SAPP BROS PETROLEUM (4505)									
09302021	1	Invoice	PROPANE	10/14/2021	10/14/2021	50.00		00/00	050-7530
09302021	2	Invoice	PROPANE	10/14/2021	10/14/2021	254.21		00/00	050-4215
Total SAPP BROS PETROLEUM (4505):						304.21			
SEWARD COUNTY INDEPENDENT (4590)									
138912	1	Invoice	NOTICE-AIRPORT	10/14/2021	10/14/2021	10.64		00/00	050-5390
Total SEWARD COUNTY INDEPENDENT (4590):						10.64			
WASTE CONNECTIONS OF NEBRASKA (5360)									
1744378	1	Invoice	DISPOSAL/ROLL OFF HA	10/14/2021	10/14/2021	223.35		00/00	050-5330
1743411	1	Invoice	TRASH SERVICES	10/14/2021	10/14/2021	55.00		00/00	050-7530
Total WASTE CONNECTIONS OF NEBRASKA (5360):						278.35			
WINDSTREAM (5465)									
10 21	1	Invoice	PHONE-AIRPORT	01/08/2021	10/14/2021	122.40		00/00	050-5220
Total WINDSTREAM (5465):						122.40			
Grand Totals:						16,551.80			

Report GL Period Summary

GL Period	Amount
10/21	3,333.34
00/00	13,218.46
Grand Totals:	<u>16,551.80</u>

Vendor number hash: 31625
Vendor number hash - split: 42490
Total number of invoices: 10
Total number of transactions: 17

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	16,551.80	.00	16,551.80
Grand Totals:	<u>16,551.80</u>	<u>.00</u>	<u>16,551.80</u>

Report Criteria:

Invoice Detail.GL account = "0500000"-"0509999"
